

DIRECT DEPOSIT AUTHORIZATION



This section for HR use only.

HR Initials: _____

Date Effective = / /

Date Pre-Note = / /

I authorize the City of Tempe, through **Bank One**, to automatically deposit any and all checks issued to me to my account(s) at the depository financial institution(s) named on this form. I understand that this agreement may be terminated by me or by the City of Tempe at any time by written notification. I further authorize Bank One and the named depository financial institution(s) to credit or debit my account(s) to correct any entries made in error.

I understand that this authority or any modifications will become effective only after verification of all information. **This verification and processing will require a regular paycheck to be issued for up to two paydays before direct deposit will start or resume.** The City reserves the right on any payday to issue a regular paycheck and make no direct deposit for that payday, and resume direct deposit on the next possible payday.

Note: Employees making direct deposit contributions to the following Arizona Federal Credit Union accounts may have their deduction information released to the account representative: 39135, 152325, and 275.

EMPLOYEE INFORMATION

Last Name (Print)	First Name	Middle Initial
Work Extension () -	Home Phone () -	Employee ID #
Signature		Date

1 of


☐ Checking ☐ Savings ☐ New ☐ Change Financial Inst. ☐ Change Account ☐ Change Amt. ☐ Cancel

Financial Institution	Financial Institution City, State	Fixed Dollar Amount \$
Transit/Routing Number	Account Number	
<input type="text"/>	<input type="text"/>	

LIST ADDITIONAL ACCOUNTS ON BACK

Please ensure that the transit/routing and account numbers have been verified with your financial institution.

Attach Voided Check(s)
Here



NAME
STREET ADDRESS PHONE NUMBER
CITY, ST ZIP CODE

91-000/1010

0001

Date _____

Pay to the order of _____ \$ _____ Dollars

ARIZONA FEDERAL CREDIT UNION
P.O. BOX 11990, PHOENIX, ARIZONA 85066

For _____ MP

⑆ 3 2 2 1 7 2 7 9 7 ⑆ 0 0 0 1 2 2 2 ⑆ 1 2 3 4 5 6 ⑆

Transit/Routing Number

Account Number

2 of

☐ **Checking** ☐ **Savings** ☐ New ☐ Change Financial Inst. ☐ Change Account No. ☐ Cancel ☐ Change Amt.[illegible]

3 of

☐ **Checking** ☐ **Savings** ☐ New ☐ Change Financial Inst. ☐ Change Account No. ☐ Cancel ☐ Change Amt.[illegible]

4 of

☐ **Checking** ☐ **Savings** ☐ New ☐ Change Financial Inst. ☐ Change Account No. ☐ Cancel ☐ Change Amt.[illegible]

5 of

☐ **Checking** ☐ **Savings** ☐ New ☐ Change Financial Inst. ☐ Change Account No. ☐ Cancel ☐ Change Amt.[illegible]

6 of

☐ **Checking** ☒ **Savings** ☐ New ☐ Change Financial Inst. ☐ Change Account No. ☐ Cancel ☐ Change Amt.[illegible]